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Minutes of the Common Academic Program Committee (CAPC)

Date: November 11, 2013

Location: LTC Forum

Present:

Dominic Sanfilippo

Don Pair

Fred Jenkins (*ex-officio*)

Jim Dunne

John White

Juan Santamarina

Kathryn Kinnucan-Welsch (*ex-officio*)

Keri Brown Kirschman

Leno Pedrotti

Riad Alakkad (*ex-officio*)

Sawyer Hunley

Scott Schneider

Elizabeth Gustafson (*ex-officio*)

Jennifer Creech

Absent:

Joan Plungis

Zack Martin

Guests:

Joe Mashburn (MTH), Bob Brecha (SEE)

A. Review of MTH 168 Analytic Geometry & Calculus:

1. Discussion:

- a. Committee agreed that the Math component was straightforward
- b. With regard to the SLOs, Scholarship and Practical Wisdom, the proposal needs more detail:
 - i. Within the "Give an example of how an instructor in this course can determine that the students have achieved each of the University of Dayton Student Learning Outcomes identified above." section – more specifics with examples in list form is the recommendation, for clarity
 - ii. Within the "Explain how this course will provide a foundation for, build upon, complement, and/or enrich other courses and experiences in CAP." more discussion could be included in relation to how the course would fit with other CAP courses – where does it fit, what does it build upon, what might it provide useful tools for later courses
 1. Not necessary for approval purposes, but for clarity in CIM

2. Vote:

- a. Motion made and duly seconded to approve with requested edits; approved vote: 10-0-0.

B. Review of SEE 250: Introduction to Sustainability, Energy and the Environment:

1. Discussion:

- a. In the response to the first question, "Describe how this course will satisfy each of the selected University of Dayton Student Learning Outcomes identified above." only scholarship is described with the remaining three SLOs listed in the later section
- b. The proposal is strong/well-written
- c. Jim: strongest Integrative course that has come forward

2. Vote:

- a. Motion made and duly seconded to approve with requested edits to the description of SLOs in the first section; approved with vote: 10-0-0.

C. Other Discussion:

1. Committee briefly discussed whether the courses such as those just approved should have SLOs at the expanded or advanced level rather than introductory

D. CIM Discussion:

1. Committee clarified that the courses approved with required edits should be moved to the proposer in CIM
 - a. Registrar's office will test/confirm whether edits made previously will all be rolled back
 - b. Assistant Provost for CAP learned via a VP at another university that there are almost no universities that have done a workflow process the way we have done
2. Committee clarified that the courses will go back through the workflow process once proposers make changes
 - a. Department chairs will need to be aware this is occurring
 - b. A clarifying note will be added upon rolling back in the course notes
3. The cutoff date for the AY 2014-2015 Catalog is July 1 (firm)

E. Science Labs / SLOs Discussion:

1. Committee agreed that the Science Labs are not required to address all of the SLOs for which the accompanying course is approved
 - a. Science Labs will still need to address a minimum of one SLO

F. Update from CAS

1. Courses submitted Friday to the AAC that may come to the CAPC: ENG 200, HST 498, GEO 115, GEO 208, HST 315, HST 319, HST 339, and SWK 330
 - a. The full AAC meets next on Friday, Nov. 22
2. The Exec Committee determined that HST 498 could be passed on to the CAPC without further review by the full AAC
3. Based on daylighted and CAPC approved courses it is anticipated that enough CAP courses will be available for students for 2014-2015
 - a. Many science courses are forthcoming
 - b. Many XB faculty proposals will be submitted
 - c. Several Music courses/one-credit courses are forthcoming
4. Committee discussed CORE and the ASI courses
 - a. ASI 120 is the second semester of CORE which has been daylighted for Advanced Studies (an exception to CAP)
 - i. Discussions are ongoing in this regard
 - b. This or other exceptions that might need to be made to go outside the process would be at the discretion and direction of Deans or the Provost

G. Review of Minutes:

1. 10/21/2013
 - a. Motion made and duly seconded to approve; vote: 10-0-0

H. Next meeting Monday, November 18 at 2 PM

1. EDT 340, PSY 480
2. HST capstone coming soon
3. Four meetings remain in 2013: 11/18, 11/25, 12/2, 12/9?
 - a. 12/9 is finals week so may not be possible